

VCFO Spring Update

Construction Projects:

- The **Kirby Student Center** floor is nearly complete.
- Demolition of the **Stadium Apartments** begins in February 2014.
NOTE: The sidewalk connecting Lot M with Lot M2 is closed until June 1, 2014.
- The predesign for the **Chemical Sciences & Advanced Materials (CSAM) Building** has been completed.
- Construction of a **new Campus Utility Building** on St. Marie Street is complete.
- The new **Grand Entrance**, connecting UMD campus to the Woodland area and BlueStone development, is complete.
- The Voss-Kovach Hall **roof replacement** is complete.

NOTE: This is not intended to be a comprehensive list of projects.

As we take advantage of all the snow (or wait for it to melt) and enjoy the brisk winter temps (or wait for them to be above zero), the Vice Chancellor for Finance and Operations unit shares some of its departmental activities so far this academic year, and gives a sneak peek into what Facilities Management, Police, Human Resources & Equal Opportunity and Business Services have on the horizon.

Maurices Inc. Donates Building to University

The University of Minnesota, on behalf of UMD, accepted the donation of the 75,000-square-foot maurices headquarters property, located at 105 W. Superior Street in Duluth. UMD alumnus George

Goldfarb, president of maurices, presented UMD Chancellor Lendley Black with the ceremonial key to the building at the Feb. 11 announcement.

UMD Facilities Management was

instrumental in assessing the condition of the building. The building is up to code and has had recent upgrades, including a new elevator.

[Click here for more details](#)



Celebrating Sustainability



Contributed Photo/UMD Dining Services

Employee Health & Wellness Center partnered with Dining Services, College of Liberal Arts, Sustainable Agriculture Project (SAP), and the Office of Sustainability, among others, to present the "Soiree of Seasons" in November to celebrate synergies across institutional domains surrounding sustainability.

Several interactive display tables, like the one above, were part of the "Soiree of Seasons" event that took place in November 2013.

About SAP

Event admission was free; however, any donations received benefited SAP, whose mission is to:

- provide experiential learning to students and community

members around food, farming, and gardening; work with institutions on systems change; and deliver thousands of pounds of produce to UMD's Dining Services.

Source: <http://duluth.umn.edu/external-affairs/homepage/13/soireeofseasons.html>



Contributed Photo/UMD Dining Services

Make a Difference

Don't forget that many common office items can be easily recycled:

- Legal pads** (the whole pad, backing included): regular recycling
- Spiral-bound notebooks** (the whole thing, wire included): regular recycling
- Corrugated Cardboard**: Set outside your office door, and custodians will recycle
- Ink cartridges**: bin at UMD Stores and UMD Mailroom
- Batteries**: special bins are located in various locations around campus (UMD Stores, Darland basement, etc.)
- Plastic Bags**: bin at UMD Stores
- Food/Lunch Containers**: empty plastic containers of yogurt, soup cans, etc. can be washed and placed in regular recycling

If you have unique, toxic, volatile or unknown materials, check this list for additional information:

http://www.d.umn.edu/ehso/waste_management/special.html

Recycling is less expensive than waste hauling, and UMD Facilities Management works hard to ensure that it recycles as much as possible to reduce its nearly \$100,000 annual hauling/handling expenses.

Let's all help create a better campus community by doing our part!

Green Offices to Envy

How does your office rank on the sustainability spectrum?

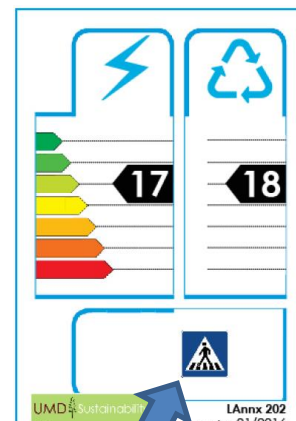
The Office of Sustainability currently holds the highest score for waste, while the Library Management Team is the first department to get a walking badge.

Badges are earned if 25% or more of the office regularly uses alternative transportation (walk, bus,

bike, carpool 50% of the time or more).

Want to see how green your office is?

Email sustain@d.umn.edu to participate in the Green Office Certification program!



Library Management Team's walking badge

"Free" Costume Takes Top Honor



A recycled pie pan, a tomato cage, cling plastic window protection and a stained cloth produced the first prize winning costume in the 2013 Plaza Food Court Halloween Costume Challenge.

Kathleen Chalupsky of Facilities Management not only took home a 15" LED

HDTV with DVD for her sustainability bottle costume, but also shared a recycling message. Her costume in essence was free, since it was made from all recycled materials.

See more sustainability info at: <https://umsustain.wp.d.umn.edu/>

Getting to Know...

Carol Kinnunen
Cashier
Time at UMD:
9 ½ years

Although Carol would have preferred including a photo of her pet, she managed to pose for a shot in between helping students at the Cashiers' Office.



Contributed Photo

Why Duluth?

I was born and raised here.

Three things you might not know about me...

- 1) I have a 3 ½-year-old golden terrier named Rusty.
- 2) I began my career at UMD in Food Services.
- 3) I enjoy the outdoors—skiing in particular (both downhill and cross country). I also like taking Rusty for walks.

Departments Race to Mardi Gras

UMD Business Services and the Human Resources & Equal Opportunity departments are challenging their employees to “walk” to Mardi Gras. The finish line may not actually be in New Orleans, but it is 1,314 miles away.

Here’s the skinny on what may become known as the “Fat Tuesday” challenge...

Employees from both departments will record their steps; 2,000 steps equals one mile. The first team to walk the equivalent of 1,314 miles

will be designated the winner, hosting a breakfast for all participants.

Want to start a challenge?

Contact Deb Herstad at 218-726-7202 or dherstad@d.umn.edu to help you get started.



The Maroon and Golden Rule

UMD Business Services, in its commitment to providing high quality service as a foundation for UMD’s academic and administrative programs, has developed a customer service philosophy.

Its goal is to provide service that promptly meets customers’ needs and exceeds their expectations.

In striving to consistently deliver the best service possible the department will:

- take personal responsibility for providing service that is convenient, prompt, and efficient in a courteous, welcoming, friendly and inclusive atmosphere;

- act with integrity in everything it does;
- work as a unified team to improve service quality for customers;
- treat all others as we would like to be treated;
- solicit feedback from customers in order to improve programs and services offered as processes evolve; and
- benchmark business processes within the field of higher education.

Coming Soon...

Departmental Metrics Dashboard and Budget 101 Guide

Working by the Campfire

In addition to working to revise FY14 projections and preparing for the Compact and Budget submission to the Office of Budget and Finance, UMD

Business Services held a staff development event January 16 titled “Cabin Fever.”

A makeshift campfire was started for the event.



Contributed Photo

Save the Date

Lunch & Learn

Wednesday, March 5

12:00 p.m. to 12:45 p.m.

Garden Room

(in Kirby Student Center)

What is it?

VCFO Unit Change Team is co-sponsoring a Brown Bag Diversity Lunch and Learn with the Office of Cultural Diversity with Chris Davila as the facilitator.

Davila, along with some students, will present on the difference between Hispanic, Chicano and Latino students.

Why attend?

This session is an excellent way for staff to participate in the diversity offerings on UMD campus.

Register now to show your support of goal #2 of the UMD Strategic Plan of advancing equity, diversity and social justice on campus.

To Register...

Contact Deb Herstad at 218-726-7202 or at dherstad@d.umn.edu.

“Treat all others as we would like to be treated.”

-UMD Business Services Maroon and Golden Rule

Impact of Community Service Officer (CSO) Program

"The Community Service Officer position has been a great real life experience for me and has helped me prepare for a career as a Police Officer in the state of Minnesota. Perhaps the most significant skill I have gained from the CSO position is simply being able to talk to people and make connections with them. This position has also reassured my want and desire to become a Police Officer. Overall the CSO program has been a great life experience and I am very thankful for the opportunity I have had to work as a CSO."

– Ryan Vang
2013/14 Community
Service Officer



*Tactical polo worn by the UMD
Community Service Officers.
Contributed Photo*

Community Watch Group

UMD Police and Student Association, among others, are working together to form a Community Watch Group.

Training will be provided to those who are interested in participating.

*Want to get
involved?*

Contact Ryan Vang at
218-726-7000 or
umdpd@d.umn.edu

Have You Heard About...

Sexual Assault Awareness?

April marks Sexual Assault Awareness Month. On January 22 President Obama issued an Executive Memorandum creating a task force to protect students from sexual assault.

The UMD Department of Human Resources & Equal Opportunity is creating a display in the entry of the Library to raise awareness about sexual violence and educate communities and individuals on how to prevent it. In addition, changes to the HR & EO Web site related to sexual assault have been made to streamline and make access to information easier.

EOAA Search Consultations?

Human Resources & Equal Opportunity has been working on a process to provide Civil Service Equal Opportunity Affirmative Action (EOAA) search consultations to departments with Civil Service openings.

The planned spring 2014 rollout of this service is designed to help search committees better understand affirmative action requirements, hiring and interviewing processes and recruiting strategies.

In an emergency, dial 911. In the event of a non-emergency, you can call 218-726-7000 or e-mail umdpd@d.umn.edu.



UMDPD Gains Revenue

UMD Police Department has established an agreement with the City of Duluth, allowing UMDPD to collect fine revenue from DWIs its officers issue, regardless of location.

Emergency Plan Update

The Office of the Vice Chancellor for Finance and Operations has started the annual review and revision of the UMD Emergency Operations Plan. This plan is mandated by law and University policy, and impacts every area of campus. It provides the framework, process and areas of responsibility for responding to a major campus emergency.

This year's review will also focus on aligning the language and processes in all the emergency planning documents to satisfy Clery requirements.